Town of Lewisboro
Parks & Recreation Department

Nicole Caviola
Recreation Supervisor

Michael Portnoy
Recreation Assistant

Katie Coluccini
Recreation Leader

Laura Stone
Senior Office Assistant

Pam Veith
Senior Adult Coordinator

Memo To: Tony Goncalves, Town Supervisor

From: Nicole Caviola, Recreation Supervisor NC

Date: September 12, 2023

RE: Capital Projects Requests for 2024

2024 Capital Project Requests for the Lewisboro Parks and Recreation Department

1) AEDs and outdoor cabinets in all parks and day camps - $30,000
2) Pool Bathhouse – add well, renovation of facility to include family/unisex restrooms ~ $1,000,000+
3) Construct Pickleball Courts on old Town Park tennis courts - $350,000
4) Play structure at the pool - $130,000 to replace the existing structure with the exact. $215,000 for an upgraded structure that is slightly different and is stainless steel. Installation quotes not included but can be expected to cost 50% of sale price.
5) Dig up all clay, lay new to rid fields of grass and rocks plus curtain drains for fields 1 and 2 at Onatru – $75,000
6) Town Park Baseball Stadium – rebuild walls, replace handrails approx. $100,000.

Date Prepared: 08/03/2023 12:53 PM
Report Date: 08/03/2023
Account Table:
Alt. Sort Table:

Prepared By: NSINGH

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description	2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage
Fund A GENERAL FUND						
A.0000.1001 REAL PROPERTY TAXES	3,799,992.26	3,886,988.73	3,951,204.00	3,951,204.00	3,974,163.70	
A.0000.1090 TAX INTEREST, PENALTIES & FEES	308,841.24	359,144.16	250,000.00	250,000.00	154,811.64	
A.0000.1120 COUNTY SALES TAX	2,951,874.00	3,180,291.00	2,800,000.00	2,800,000.00	731,584.00	
A.0000.1170 CABLE TV FRANCHISE FEES	259,684.00	252,913.00	253,000.00	253,000.00	61,951.00	
A.0000.1255 TOWN CLERK FEES	1,975.21	8,531.72	3,000.00	3,000.00	1,788.29	
A.0000.1520 POLICE ACCIDENT REPORTS	930.00	1,381.00	0.00	0.00	810.00	
A.0000.1550 DOG SHELTER REDEMPTIONS	90.00	210.00	200.00	200.00	90.00	
A.0000.1560 BUILDING INSPECTOR FEES	1,094,639.28	1,053,440.50	600,000.00	600,000.00	663,387.25	
A.0000.1603 VITAL STATISTIC FEES	2,070.00	2,500.00	2,200.00	2,200.00	1,550.00	
A.0000.1720 PARKING PERMITS/METERS	2,400.00	2,610.00	3,000.00	3,000.00	1,800.00	
A.0000.2001 PARK & RECREATION FEES	963,446.49	1,396,401.08	1,300,800.00	1,300,800.00	922,025.39	$1,531,600
A.0000.2002 SPONSORSHIP DONATIONS-REC	0.00	5,400.00	15,000.00	15,000.00	12,500.00	$18,000 ($22,850 for 2023)
A.0000.2115 PLANNING BOARD FEES	19,306.46	21,401.43	15,000.00	15,000.00	35,690.45	
A.0000.2190 SALE OF CEMETERY LOTS	29,400.00	27,500.00	18,000.00	18,000.00	6,000.00	
A.0000.2192 CHARGES-CEMETERY SERVICES GRAVE OPENINGS	13,300.00	7,750.00	9,000.00	9,000.00	4,750.00	
A.0000.2192.0001 CHARGES FOR CEMETERY SERVICES.MONUMENT FEES	8,200.00	6,600.00	5,000.00	5,000.00	5,400.00	
A.0000.2215 ELECTION SERVICE CHARGES	3,314.00	0.00	3,500.00	3,500.00	0.00	
A.0000.2401 INTEREST AND EARNINGS	6,558.51	73,597.07	40,000.00	40,000.00	144,509.23	
A.0000.2410 RENTAL OF PROPERTY COMMUNITY	200.00	750.00	600.00	600.00	900.00	

PARKS AND RECREATION REVENUE REPORT

THROUGH AUGUST 2023

ACCOUNT	ACTUAL 2022	YTD THRU AUGUST 2023	PROPOSED 2024
Parks	57,832.29	65,094.25	50,000
Pool	246,318.50	199,176.50	220,500
Tennis	34,509.50	25,857.50	30,000
Day Camp	590,766.10	629,317.00	850,000
Youth	421,475.00	122,849.39	350,000
Adult	30,585.00	23,866.00	30,000
Senior Adults	1,742.00	976.00	1,100
Returned Check Fee	40.00	160.00	0
Total	1,383,268.39	1,067,296.64	1,531,600
Refunds	- 4,592.76	- 2,785.00	
TOTAL	$1,378,675.63	1,064,511.64	$1,531,600
UNPAID CONCESSION FEES		5,000.00	
		$1,069,511.64	
ANTICIPATED REVENUE THRU DECEMBER		250,000.00	
PROJECTED REVENUE 2023		$ 1,280,906.74	

TOTAL	$1,378,675.63	1,280,906.74	$1,531,600

ACCOUNT	ACTUAL 2022	YTD THRU AUSUST 2023	PROPOSED 2024
Firework Sponsors	$20,750.00	$22,850.00	$ 18,000

GRAND TOTAL	**$1,399,425.63**	**$1,301,656.74**	**$1,549,000.00**

Date Prepared: 08/03/2023 12:53 PM
Report Date: 08/03/2023
Account Table:
Alt. Sort Table:

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Prepared By: NSINGH

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage	
Fund A	GENERAL FUND							
Dept 7020	PARKS & RECREATION ADMINISTRATION							
A.7020.0110 SUP'T. OF RECREATION		105,337.18	135,428.69	0.00	0.00	0.00	0	
A.7020.0120 SR. OFFICE ASS'T.		67,817.71	75,773.83	74,392.00	74,392.00	40,057.22	$76,023	
A.7020.0130 RECREATION ASSISTANT		50,840.13	77,422.93	106,128.00	106,128.00	51,459.45	$123,783	K- 58,634 M- 65,149
A.7020.0150 RECREATION SUPERVISOR		0.00	47,076.40	74,880.00	74,880.00	44,129.91	$85,800	
A.7020.0160 CLERICAL		2,418.04	1,887.61	2,500.00	2,500.00	419.90	$28,000	PT Rec Asst. $21.33/hr, $25,382.70 FT May-Aug, PT Sept-April
A.7020.0170 LONGEVITY		7,450.00	6,531.85	7,097.00	7,097.00	0.00	$7420	1655-M 4110-L 1655-N
A.7020.0407 GASOLINE		7,111.84	15,324.10	9,000.00	9,000.00	5,632.02	$9,000	
A.7020.0410 ADMIN. SUPPLIES		2,407.20	1,750.48	2,500.00	2,500.00	1,656.99	$2,500	
A.7020.0420 SOFTWARE SUPPORT		11,994.00	12,593.70	13,000.00	13,000.00	13,223.42	$13,750	
A.7020.0440 COPIERS LEASE & MAINTENANCE		3,097.09	3,761.67	4,700.00	4,700.00	2,214.88	$4,700	
A.7020.0450 BROCHURES		11,132.00	12,606.00	12,000.00	12,000.00	7,514.00	$13,500	
A.7020.0460 POSTAGE & BULK MAILING		5,406.34	6,079.55	6,000.00	6,000.00	3,031.82	$6,500	
A.7020.0470 CONF/MEETINGS/EDUC		365.00	622.18	800.00	800.00	1,552.27	$1,800	state conf. N,M&K
Total Dept 7020 PARKS & RECREATION ADMINISTRATION		**275,376.53**	**396,858.99**	**312,997.00**	**312,997.00**	**170,891.88**	$373,376	

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description	2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage	
Fund A GENERAL FUND							
Dept 7110 PARKS							
A.7110.0100 PARKS MAINTENANCE WORKERS	93,124.22	99,309.36	138,000.00	138,000.00	71,847.47	$178,600	76,918.40-D caretaker 52,561.60-2 grounds 49,108.80 new grounds
A.7110.0120 OVERTIME	2,930.49	2,760.38	4,000.00	4,000.00	1,728.53	$6,000	weekends OT
A.7110.0130 P/T SEASONAL	18,593.41	14,929.38	15,000.00	15,000.00	7,931.69	$15,000	
A.7110.0220 EQUIPMENT	0.00	14,500.00	14,500.00	14,500.00	9,260.51	$6,000	
A.7110.0230 MISC. SMALL TOOLS	2,816.42	2,007.01	2,000.00	2,000.00	895.76	$2,000	
A.7110.0240 PICNIC TABLES	4,314.35	3,778.35	4,000.00	4,000.00	3,937.50	$8,000	
A.7110.0400 FIELD & PLAY AREA MAINT.	20,688.17	17,706.69	28,000.00	28,000.00	26,801.36	$38,000	FV dugouts FV playground fence town park bball court
A.7110.0410 PARTS	8,334.56	6,837.66	6,500.00	6,500.00	3,932.89	$6,500	
A.7110.0411 MAINTENANCE UNIFORM ALLOWANCE	1,135.87	1,779.46	1,800.00	1,800.00	661.92	$2,700	
A.7110.0412 TOPSOIL	0.00	3,038.19	2,000.00	2,000.00	0.00	$2,000	
A.7110.0413 PRESERVE MAINTENANCE	4,610.06	10,023.88	6,500.00	6,500.00	2,416.26	$6500	
A.7110.0420 COMPOSTING TOILET MAINTENANCE	1,539.47	1,716.60	2,500.00	2,500.00	359.00	$2,500	
A.7110.0440 TREE & BRUSH MAINTENANCE	3,450.00	10,225.00	7,000.00	7,000.00	850.00	$7,000	
A.7110.0450 TRAINING/MEMBERSHIPS/SEMINARS	0.00	0.00	300.00	300.00	0.00	$500	
A.7110.0460 EQUIPMENT RENTAL	468.24	899.72	850.00	850.00	103.04	$850	
A.7110.0465 VEHICLE & EQUIPMENT REPAIRS	2,696.83	5,670.51	3,000.00	3,000.00	1,937.10	$3,000	
A.7110.0470 ELECTRICITY	20,924.92	31,170.08	24,000.00	24,000.00	10,702.98	$24,000	
A.7110.0490 ATHLETIC FIELD MIX	5,950.00	6,440.00	6,000.00	6,000.00	0.00	$6,000	
Total Dept 7110 PARKS							

TOWN OF LEWISBORO
Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage
Fund A	GENERAL FUND						
Dept 7110	PARKS						
		191,577.01	232,792.27	265,950.00	265,950.00	143,366.01	$305,139

Date Prepared: 08/03/2023 12:53 PM
Report Date: 08/03/2023
Account Table:
Alt. Sort Table:

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Prepared By: NSINGH

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage	
Fund A	GENERAL FUND							
Dept 7140	PLAYGROUNDS & RECREATION CENTERS							
A.7140.0110 DAY CAMP COUNSELORS		143,141.23	291,053.97	300,000.00	300,000.00	9,665.77	$447,800	(-43,000) $14/hr starting pay
A.7140.0120 DAY CAMP AQUATICS		23,857.01	30,391.44	40,000.00	40,000.00	4,687.73	$45,500	
A.7140.0200 PLAYGROUND & CAMP EQUIPMENT		499.98	0.00	500.00	500.00	0.00	$500	
A.7140.0400 LITTLE EXPLORER CAMP		8,081.79	9,244.67	10,000.00	10,000.00	6,779.06	$12,000	
A.7140.0420 MAIN EVENT DAY CAMP		8,724.28	30,840.76	35,000.00	35,000.00	27,883.17	$40,000	
A.7140.0430 COMBINED CAMPS		8,448.07	11,664.21	10,000.00	10,000.00	7,403.58	$12,500	
A.7140.0440 TEEN TREKS		10,685.54	115,337.27	120,000.00	120,000.00	104,189.85	$172,000	6-8th 4 buses, (2) 5 day, (2) 3 day
7140.0450 Teen Treks II							$42,000	9-10th 1 bus-3 days
Total Dept 7140 PLAYGROUNDS & RECREATION CENTERS		203,437.90	488,532.32	515,500.00	515,500.00	160,609.16	$772,300	

Revenue 2023 & Projected 2024

All Camps

	2023	2024
Little Explorers	86,710	92,400
Main Event	229,560 (grades 2-6)	249,100 (grades 2-5)
Teen Treks 6-8	260,750 (grades 7-9)	374,400 (grades 6-8)
Teen Treks 9-10	N/A	96,000
After Camp	24,400	24,400
Mini Camp	13,330	13,330
Mini Camp After Hours	1,600	1,600
Total	**614,750**	**851,230**

*2024 projections based on 2023 numbers

	2023	2024
Total Budget	533,000	799,247.80
Actual Spent	580,000	N/A
Total Fees Paid	614,750	851,230
Revenue	**34,750**	**51,982.20**

Overview: Camp Budget 2024

Total requested for 2023: **$533,000**

Total requested for 2024: **$799,247.80**

Little Explorers

	2023	2024
Total	10,000	12,000

Main Event

	2023	2024
Total	35,000	40,000

Teen Treks (6th – 8th)

	2023	2024
Total	120,000	172,000

Notes: In 2024, we are adding a 4th bus (for the 5 Day program). This will add a total of 48 campers to the program. Pricing on trips was adjusted for inflation.

Teen Treks (9th & 10th)

	2023	2024
Total	n/a	42,000

Notes: This is a brand new addition to the camp offerings and will only be offered as a 3 Day program. This budget is based on Teen Treks 3 Day pricing.

Combined Camps

	2023	2024
Total	10,000	12,500

Payroll

	2023	2024
Camp	300,000	447,805.80
Transportation	58,000	73,192
Total	358,000	520,997.80

Notes: The pay scale for camp has increased by up to $1/hour for each position. We have added staff for the Teen Treks programs, included professional rates for our specialist positions at both Main Event and Little Explorers, and have accounted for raises for our seasonal clerk & camp operator.

Fees: Camp 2024

Little Explorers

	2023	2024 – 30% increase
Resident/School District	850	1100
After 4/29	950	1200
Non-Resident	1200	1560

+30% increase

Main Event

	2023	2024 – 30% increase
Resident/School District	900	1175
After 4/29	1000	1275
Non-Resident	1250	1625

+30% increase

Teen Treks 6th – 8th

	2023	2024
3 Day Resident	1600	1800
3 Day School District	1900	2100
5 Day Resident	2100	2300
5 Day School District	2400	2600

+$200/camper

Teen Treks 9th & 10th

	2023	2024
3 Day Resident	n/a	2000
3 Day School District	n/a	2300

+$200 from Teen Treks 6-8

After Camp

	2023	2024
Resident/School District	500	550
Non-Resident	725	775

+$50/camper

Mini Camp

	2023	2024
9:00-3:00pm	350	400
3:00-4:30pm	125	175

+$50/camper

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description	2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage	
Fund A **GENERAL FUND**							
Dept 7180 **POOL FACILITY**							
A.7180.0110 POOL DIRECTORS & HEAD GUARDS	38,611.41	44,126.28	45,000.00	45,000.00	15,660.67	$54605	(-$8175) originally req. $51,530 for 2023 salary increases
A.7180.0120 LIFEGUARDS	126,516.58	140,424.63	150,000.00	150,000.00	50,661.12	$179000	
A.7180.0130 PERMIT STAFF	3,041.34	2,249.75	3,000.00	3,000.00	1,933.90	$3000	
A.7180.0140 GATE ATTENDANTS & MAINTENANCE	20,215.48	20,058.90	24,000.00	24,000.00	8,732.82	$30000	Ft adult/collegegrad @ gate + increases
A.7180.0150 SWIMTEAM COACHES & LESSONS	10,277.97	10,166.94	11,500.00	11,500.00	3,185.99	$11500	
A.7180.0200 POOL EQUIPMENT	14,972.26	31,325.22	22,000.00	22,000.00	22,493.56	$28000	(-5600) emer. repairs
A.7180.0401 PERMITS	1,330.00	1,430.00	1,500.00	1,500.00	1,330.00	$1500	DOH/DEC permits
A.7180.0410 FIRST AID	790.27	1,190.62	1,200.00	1,200.00	71.40	$1200	
A.7180.0411 PERMIT SUPPLIES	435.00	333.00	400.00	400.00	604.00	$700	
A.7180.0412 MISC. REPAIRS	4,926.87	2,684.69	4,000.00	4,000.00	13,171.06	$15,000	emerg. repairs (electric $10,200)
A.7180.0418 FACILITY SIGNAGE	1,544.10	1,112.55	1,500.00	1,500.00	0.00	$1500	
A.7180.0420 STAFF UNIFORMS	4,830.59	6,371.47	6,500.00	6,500.00	7,042.01	$7000	
A.7180.0430 POOL OPERATION TRAINING	1,600.00	2,383.42	2,000.00	2,000.00	1,751.81	$2000	
A.7180.0440 SPECIAL EVENTS/PARTIES/CONCERT	0.00	2,898.00	2,000.00	2,000.00	1,318.27	$3000	
A.7180.0450 SWIM TEAM EQUIPMENT & SUPPLIES	725.00	1,175.00	1,800.00	1,800.00	807.17	$1,800	
A.7180.0460 POOL CHEMICALS	20,972.87	25,891.04	25,000.00	25,000.00	15,969.18	$26000	
A.7180.0470 OTHER SUPPLIES	8,267.21	9,961.10	7,500.00	7,500.00	7,153.09	$8000	
A.7180.0480 SERVICE CALLS/SLUDGE	6,622.16	1,641.00	4,000.00	4,000.00	5,123.99	$5500	
A.7180.0490 BEAUTIFICATION-FLOWERS/PLANTER	619.63	624.30	2,000.00	2,000.00	1,691.40	$1500	
7180.0413 Concession Service						$2,000	propane

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage
Fund A	**GENERAL FUND**						
Dept 7180	**POOL FACILITY**						
A.7180.0494 POOL REPAINTING		3,491.26	5,079.47	5,000.00	5,000.00	5,907.81	$6,000
Total Dept 7180 POOL FACILITY		**269,790.00**	**311,127.38**	**319,900.00**	**319,900.00**	**164,609.25**	$388,805

FISCAL YEAR 2024

Budget Area POOL **Code** 7180

Description REVENUE

CATEGORY	2022	YTD 2023 Thru Ausust	PROPOSED 2024
Resident Member	$ 97,537.00	$ 91,914.50	$100,000
Non Resident Member	46,940.00	48,945.00	45,000
Gate	72,394.50	35,940.00	50,000
Swim team	6,775.00	12,500.00	12,000
Concession contract	5,500.00	.00	5,500
Lessons	8,172.00	9,877.00	8,000
	$237,318.50	$199,176.50	$220,500
Unpaid concession fees	.00	5,000.00	
		$204,176.50	

PROPOSED POOL MEMBERSHIP FEES

2024

	2023	PROPOSED 2024
Town Resident Family	$ 550	$ 575
Town Resident Family/Caregiver	650	675
Town Resident Couple	425	450
Town Resident Adult (16+)	325	350
Town Resident Child (2-15)	300	325
Town Resident Senior Citizen (ages 65 and older)	80	80
School District Family	675	700
School District Family/Caregiver	775	800
School District Adult	425	450
School District Child	350	375
School District Senior Adult (ages 65 and older)	125	125
Non-Resident Family	1,100	1,125

DAILY FEES FOR TOWN RESIDENTS:

	2023	PROPOSED 2024
Adult -	15.00	Before 5 - 18.00 After 5 - 12.00
Child -	10.00	Before 5 - 12.00 After 5 - 8.00

GUEST FEES PERMIT HOLDERS: $15.00 - Adults (ages 16+)
$10.00 - Children (ages 2-12)

GUEST FEES NON-PERMIT HOLDERS: $20.00 - Adults (ages 16+)
$10.00 - Children (ages 2-12)

POOL DIRECTORS

ACCT# 7180.11

YEAR: 2024

1) POOL DIRECTOR (1) \$26.00 per hour 25 hours x 4 weeks (includes prep & orientation) 40 hours x 11 weeks	\$14,040
2) ASSISTANT POOL DIRECTOR (1) \$23.00 per hour 25 hours x 3 weeks 40 hours x 11 weeks	\$11,845
3) HEAD LIFEGUARD (3) \$20.00 avg. 2 @ 500 hours 1 @ 280 hours	\$25,600
4) POOL FACILITIES MANAGER (1) ~\$55.00 OT, \$73.50 DT 30 hours of OT, 20 hours of DT Special events Opening and closing weekends Emergency coverage	\$3,120
TOTAL:	\$54,605.00

POOL LIFEGUARDS
7180.12

BUDGET YEAR 2024

1) Lifeguards
Range $15.00-$19.00

Weekends/Holidays – ENTIRE SEASON (3 rain days) 8.5 hours/day x 14 guards x $16.50/hour x 31 days = (Holidays include Memorial Day, Juneteenth, July 4th, & Labor Day)	$60,868.50
Weekdays Pre-Camp – May 28th – June 18th (3 rain days) 4.5 hours/day x 10 guards x $16.50/hour x 13 days =	$9,652.50
Weekdays during Camp & 1 week prior – June 20th – August 10th (Minus July 4th & 2 rain days) 8 hours/day x 14 guards x $16.50/hour x 34 days =	$62,832.00
Morning/Evening Lifeguards for Swim Teams & Camps 8 hours/day x 2 guards **x $17.50**/hour x 34 days =	$9,520.00
Weekdays Post-Camp (2 rain days) 8.5 hours/day x 12 guards x $16.50/hour x 13 days =	$21,879.00
Orientation & In-Service Trainings 10 hours for entire season x 60 guards x $16.50/hour =	$ 9,900.00
Pre-Season Facility Preparation 6 hours/day x 4 guards **x $17.50**/hour x 10 days=	$4,200.00
TOTAL	$178,852.00

Requesting another bump to up the pay scale by $1.50 per hour, to get us one step closer to minimum wage.

$16.50 is used as an average pay for lifeguards –
All guards hourly rate are different depending on experience and time served.

CAMP AQUATICS
7140.12

BUDGET YEAR 2024

1)	Camp Aquatics Director (includes minicamp & prep) 40 hours x 7.5 weeks x $22.50 p/h	$ 6,750.00
2)	Asst. Aquatics Director (acts as instructor/admin) 35 hours x 6 weeks x $20.00 p/h	$ 4,200.00
3)	Camp Lifeguard/Instructors (1 rain day, 2 early dismissals) 9 guards x $16.50 p/h x 6.5 hours x 27 days	$26,061.75
4)	Trip Lifeguards (3 rain days) 2 guards **x $17.00** p/h x 7 hours avg. x 26 days	$ 6,188.00
5)	Mini Camp-Camp Lifeguards (2) 2 guards x $16.50 p/h x 6 hours x 5 days	$ 990.00
6)	Extended Day (After Camp) Lifeguards (4 rain days) 2 guards x $16.50 p/h x 1.5 hours x 25 days	$1,237.50
	TOTAL	$45,427.25

SUPPORT STAFF
7180.14

BUDGET YEAR 2024

GATE ATTENDANTS:

Weekends/Holidays – ENTIRE SEASON (3 rain days)
8.5 hours/day x 1 attendant x $16.50/hour x 31 days = $4,347.75
(Holidays include Memorial Day, Juneteenth, Fourth of July, & Labor Day)

Weekdays Pre-Camp – May 28th – June 18th (3 rain days)
4.25 hours/day x 1 attendant x $16.50/hour x 13 days = $ 911.63

Weekdays during Camp & 1.5 week prior – June 20th – August 10th
(Minus July 4th & 2 rain days)
11 hours/day x 1 attendant x $16.50/hour x 34 days = $6,171.00

Weekdays Post-Camp (1 rain day)
8.5 hours/day x 1 attendant x $16.50/hour x 14 days = $1,963.50

Orientation & In-Service Trainings
8 hours for entire season x 6 attendants x $16.50/hour = $ 792.00

Request increase for full time position
Gate attendant/secretary
500 hours x $3.50/hour= $1,750.00

ATTENDANTS TOTAL $15,935.88

POOL MAINTENANCE:

8 hrs/day x 7 days/wk x 13 weeks x $19.00/hr = **$13,832.00**

GRAND TOTAL= $29,767.88

SWIM COACHES & INSTRUCTORS
ACCT # 7180.15

YEAR – 2024

HEAD SWIM COACH (1)	$5,150
ASSISTANT COACHES (3) $1,500	$4,500
ADULT LAP SWIM INSTRUCTOR (1)	$ 750
ADULT HIIT INSTRUCTOR	$ 500
GROUP LESSON INSTRUCTORS (1) ($22 per lesson x 4 levels x 4 sessions)	$ 352
PARENT TODDLER INSTRUCTOR ($22 per lesson x 5 sessions)	$ 110
MISC. INSTRUCTORS	$138
TOTAL –	$11,500

POOL EQUIPMENT
ACCT. # 7180.2

BUDGET YEAR 2024

Budget Area: Pool

Description: Equipment

Cartridge filter replacements	$12,000.00
Replacement Umbrellas	$1,500.00
Replacement Chairs	$2,500.00
Replacement Lifeguard Chair (parts)	$3,500.00
Misc. Equipment	$3,500.00
Replacement Shed	$5,000.00
Total	$28,000.00

NO Filters needed For KP

POOL EQUIPMENT
ACCT. # 7180.4

BUDGET YEAR 2024

Budget Area: Pool

Description: Contractual

ITEM		ESTIMATED COSTS
A7180.401	Board of Health permits	$1,500.00
A7180.410	First Aid	$1,200.00
A7180.411	Permits – PVC cards, ribbons, cleaning supplies	$700.00
A7180.412	Misc. Repairs	$15,000.00
A7180.418	Facility Signage	$1,500
A7180.42	Staff Uniforms	$7,000
A7180.43	Staff Training	$2,000
A7180.44	Special Events	$3,000
A7180.45	Swim Team Supplies	~~$2,200~~ 1,800

POOL EQUIPMENT
ACCT. # 7180.4 (continued)

BUDGET YEAR 2024

Budget Area: Pool

Description: Contractual

ITEM		ESTIMATED COSTS
A7180.46	Pool Chemicals	$26,000.00
A7180.47	Other Supplies**Includes propane	$ ~~9,000.00~~ ~~9,500~~ 8,400
A7180.48	Service Calls	$ 5,500.00
A7180.49	Beautification – flowers, plants	$ 1,500.00
A7180.494	Pool Painting	$ 6,000.00
	Concession service (propane	$2,000

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage
Fund A	**GENERAL FUND**						
Dept 7280	**TENNIS FACILITY**						
A.7280.0110 TENNIS INSTRUCTOR		7,969.00	8,470.80	11,000.00	11,000.00	7,198.75	$15000
A.7280.0200 TENNIS EQUIPMENT		0.00	389.97	950.00	950.00	0.00	$950
A.7280.0400 TENNIS COURT SUPPLIES/REPAIR		16,325.70	21,052.45	25,000.00	25,000.00	13,661.78	$25000
Total Dept 7280 TENNIS FACILITY		**24,294.70**	**29,913.22**	**36,950.00**	**36,950.00**	**20,860.53**	$40950

FISCAL YEAR 2024

Budget Area TENNIS **Code** 7280

Description REVENUE

CATEGORY	**2022**	**YTD 2023** Thru August	**PROPOSED 2024**
Membership	$ 15,145.00	$ 9,814.00	$ 10,000
Lessons	19,364.50	15,753.50	$ 20,000
	$ 28,651.00	$ 25,567.50	$ 30,000

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description	2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage
Fund A GENERAL FUND						
Dept 7310 YOUTH PROGRAMS						
A.7310.0130 PART TIME LEADERS	77,046.52	97,985.64	81,000.00	81,000.00	68,242.22	$85,000
A.7310.0140 YOUTH RECREATION SUPERVISOR	38,524.73	4,210.75	0.00	0.00	0.00	0
A.7310.0150 SPORTS CAMP INSTRUCTORS	9,274.00	6,536.00	8,000.00	8,000.00	4,819.75	$8,000
A.7310.0200 YOUTH EQUIPMENT	189.95	1,785.00	700.00	700.00	0.00	$700
A.7310.0410 YOUTH WNTR, SPRING, SUMMER	68,280.54	136,303.26	135,000.00	135,000.00	62,737.44	$135,000
A.7310.0412 VEHICLE LEASE	5,999.04	24,172.17	0.00	0.00	0.00	0
A.7310.0415 VEHICLE REPAIRS	377.98	189.27	3,000.00	3,000.00	374.93	$3,000
A.7310.0420 NORTHEAST SPEC. RECREATION	11,387.32	10,966.25	11,500.00	11,500.00	11,036.03	$11,500
A.7310.0430 LES GYM RENT & MAINTENANCE	34,295.94	53,252.41	40,000.00	40,000.00	16,917.36	$50,000
A.7310.0440 SKI TRIPS	34,696.41	55,527.04	56,500.00	56,500.00	37,876.31	$62,000
Total Dept 7310 YOUTH PROGRAMS	**280,072.43**	**390,927.79**	**335,700.00**	**335,700.00**	**202,004.04**	$355,200

FISCAL YEAR 2024

Budget Area YOUTH **Code** 7310

Description REVENUE

PROGRAMS	**YTD 2023**
Basketball	$122,849
Ski Programs	
Wrestling	
Softball	
Tee Ball	
Developmental	
Rising Stars	
Fall Ball	
Summer Clinics	
Toddler Programs	
Misc. youth programs	

ACTUAL 2022 REVENUE	**YTD AUGUST 2023 REVENUE**	**PROPOSED 2024**
$421,475.00	$122,849.00	$350,000

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage	
Fund A	**GENERAL FUND**							
Dept 7550	**CELEBRATIONS**							
A.7550.0100 PARK & REC. STAFF		902.67	4,021.65	6,000.00	6,000.00	4,242.19	$6,000	
A.7550.0400 MEMORIAL DAY		1,066.53	1,585.33	2,000.00	2,000.00	1,059.86	$2,000	
A.7550.0420 4TH OF JULY FIREWORKS		942.49	29,448.03	30,000.00	30,000.00	28,474.50	$32,000	need to bid
Total Dept 7550 CELEBRATIONS		**2,911.69**	**35,055.01**	**38,000.00**	**38,000.00**	**33,776.55**	$40,000	

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage
Fund A	GENERAL FUND						
Dept 7610	PROGRAM FOR THE AGING						
A.7610.0110 RECREATION LEADER		51,836.98	53,909.90	55,528.00	55,528.00	29,899.66	$57,194
A.7610.0150 LONGEVITY		1,500.00	3,105.00	2,142.00	2,142.00	0.00	$2,207
A.7610.0412 VEHICLE REPAIRS		37.00	2,365.25	1,000.00	1,000.00	1,410.32	$2,000
A.7610.0430 NUTRITION PROGRAM		24,611.00	20,462.84	21,000.00	21,000.00	0.00	$27,000
A.7610.0460 NEWSLETTER POSTAGE		900.00	1,100.00	1,100.00	1,100.00	0.00	$1,250
A.7610.0470 PROGRAM SUPPLIES		1,721.89	1,427.51	2,000.00	2,000.00	688.03	$2,000
A.7610.0480 TRIP BUS RENTALS		1,025.00	3,812.50	7,000.00	7,000.00	2,242.70	$7,000
Total Dept 7610 PROGRAM FOR THE AGING		**81,631.87**	**86,183.00**	**89,770.00**	**89,770.00**	**34,240.71**	$98,651

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage	
Fund A	GENERAL FUND							
Dept 7620	ADULT RECREATION							
A.7620.0110 ADULT INSTRUCTORS		11,981.15	21,347.21	20,000.00	20,000.00	12,338.63	$ 22,000	
A.7620.0410 ADULT RECREATION SUPPLIES		6,118.51	6,541.94	7,000.00	7,000.00	2,325.71	$ 7000	
A.7620.0490 COMMUNITY ENRICHMENT		792.86	3,522.72	4,500.00	4,500.00	2,857.51	$ 7500	Pride, Juneteenth, New Neighbor, Food Truck, Fall Fest, Winter Celeb.
Total Dept 7620 ADULT RECREATION		18,892.52	31,411.87	31,500.00	31,500.00	17,521.85	$ 38500	

7620.0450 Community services

* payroll line for departments to use when utilizing staff or buildings of other departments responsibility/program — $2000

* but not to fall under P&R budget *

Date Prepared: 08/03/2023 12:53 PM
Report Date: 08/03/2023
Account Table:
Alt. Sort Table:

TOWN OF LEWISBORO

Budget Preparation Publication

Fiscal Year: 2024 Period From: 1 To: 12

Prepared By: NSINGH

Account Description		2021 Actual	2022 Actual	Original 2023 Budget	Adjusted 2023 Budget	2023 Actual	2024 RECOMMENDE Stage	
Fund A	**GENERAL FUND**							
Dept 7989	**TRANSPORTATION**							
A.7989.0110 SENIOR BUS DRIVER		8,033.20	12,382.00	12,500.00	12,500.00	6,017.90	$12,500	
A.7989.0120 DAY CAMP BUS DRIVER		10,123.98	55,053.31	58,000.00	58,000.00	8,621.02	$73,000	+ 2 bus drivers, $27.50/hr
A.7989.0410 GAS FOR BUS		213.11	271.91	8,000.00	8,000.00	587.42	$12,000	($10,289 - 2022)
A.7989.0420 LEASES-DAY CAMPS		2,750.00	675.00	8,200.00	8,200.00	600.00	$11,000	($9,453 - 2022)
A.7989.0430 SENIOR BUS MISC. REPAIRS		1,868.37	3,930.65	3,000.00	3,000.00	0.00	$3,000	
Total Dept 7989 TRANSPORTATION		**22,988.66**	**72,312.87**	**89,700.00**	**89,700.00**	**15,826.34**	$111,500	

FISCAL YEAR 2024

Budget Area TRANSPORTATION **Code** 7989

Description REVENUE

CATEGORY	**ACTUAL 2022**	**YTD 2023 Thru August**	**PROPOSED 2024**
Van Rider Donations	$1,742.00	$ 976.00	$1,100.00
		TOTAL	$1,100.00